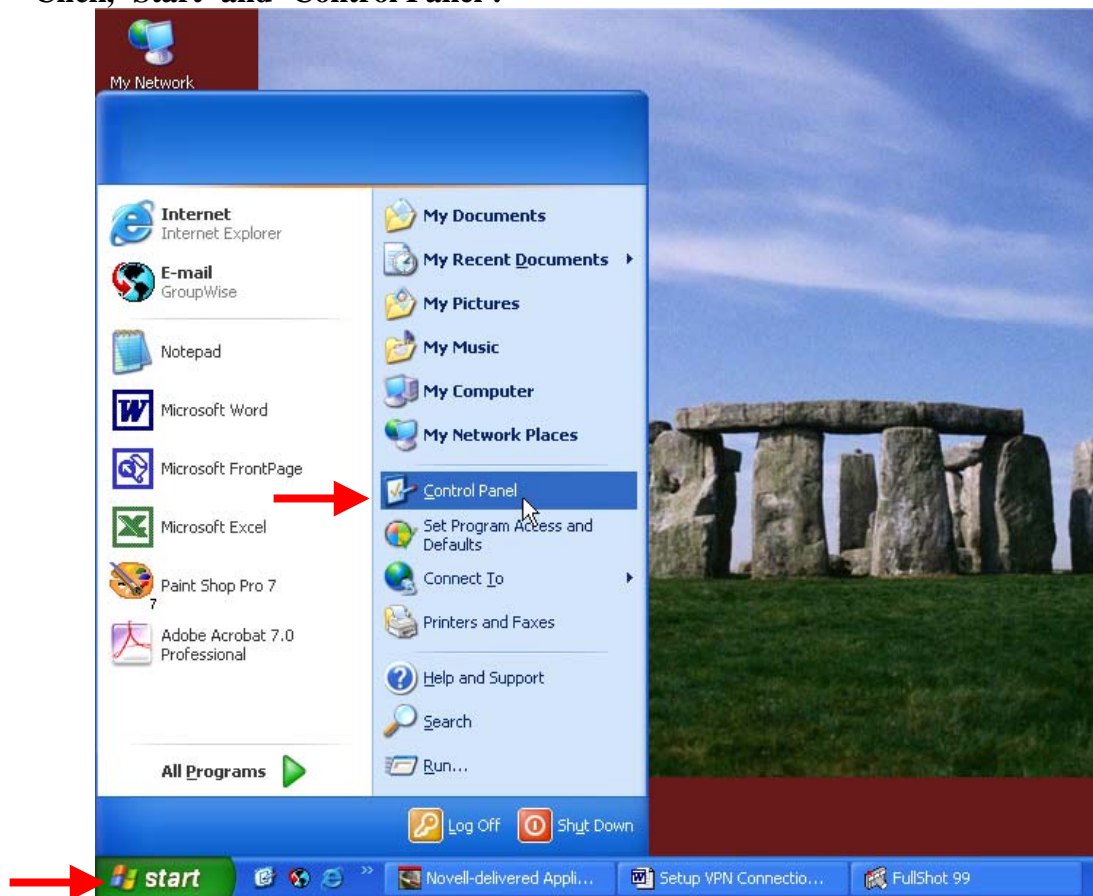
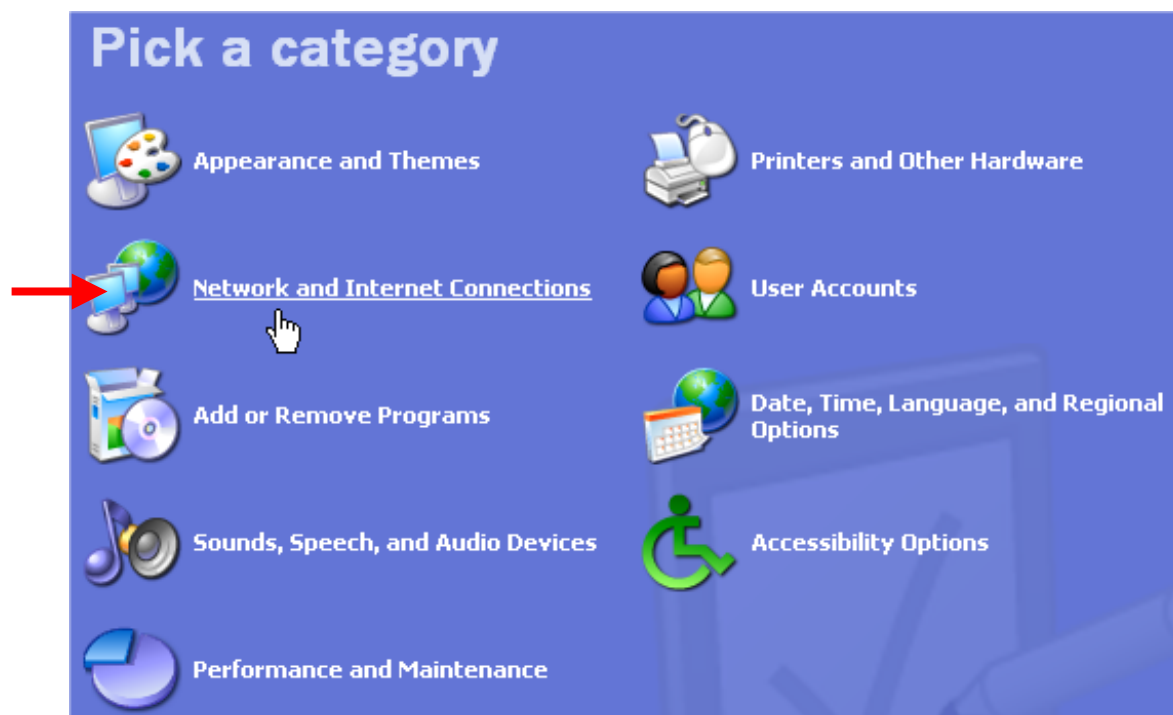


## Step 1: Setup VPN Connection on PC with Windows XP:

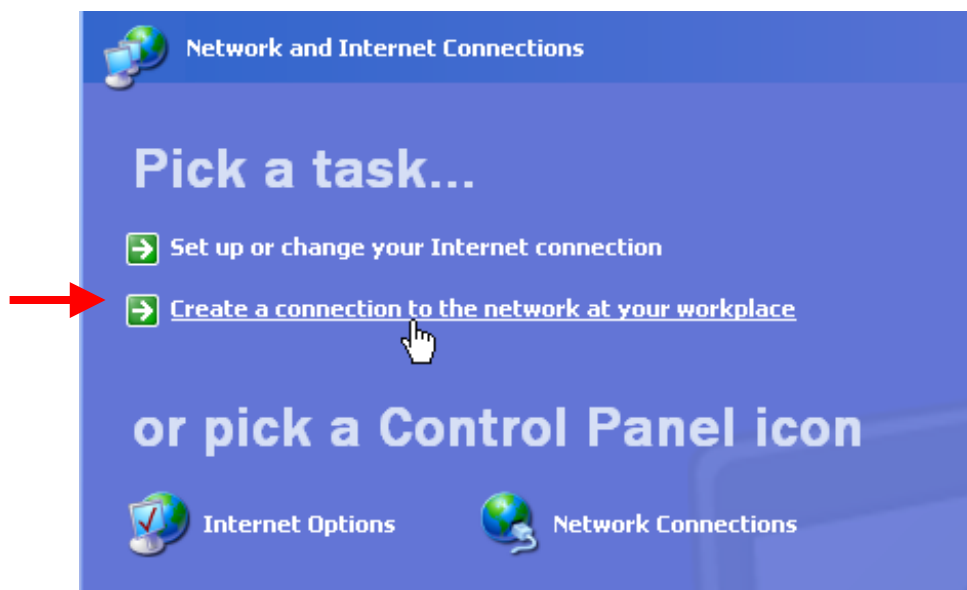
Click, 'Start' and 'Control Panel'.



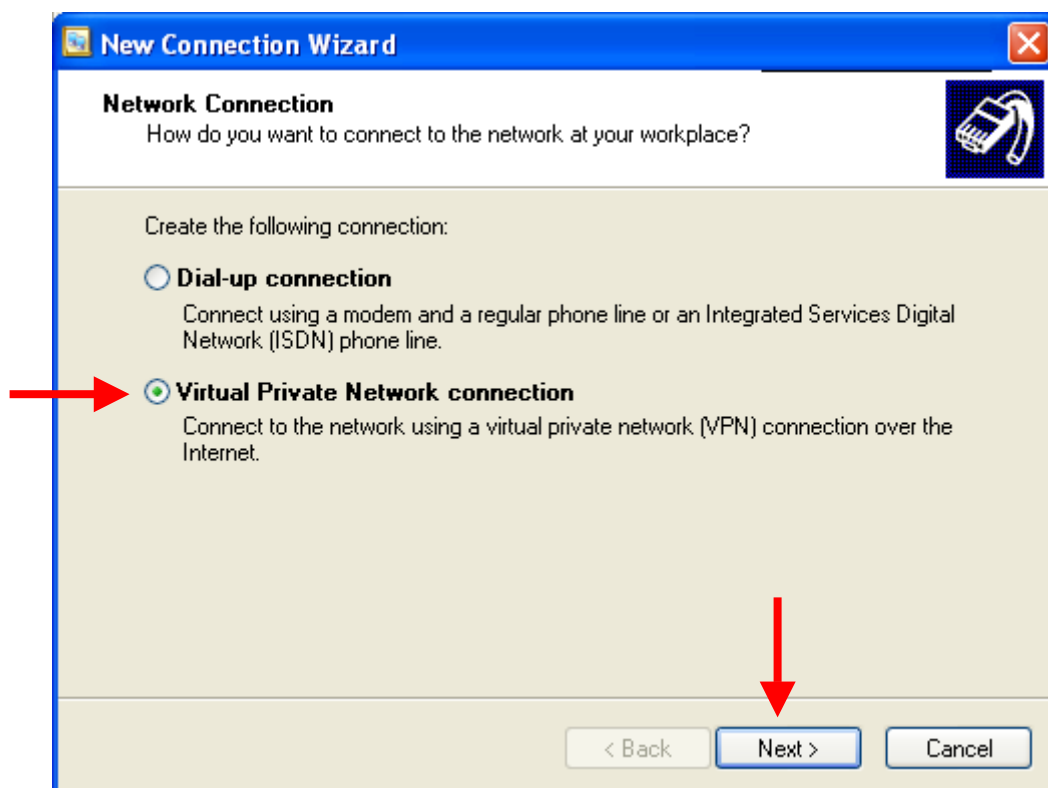
Click, 'Network and Internet Connections'.



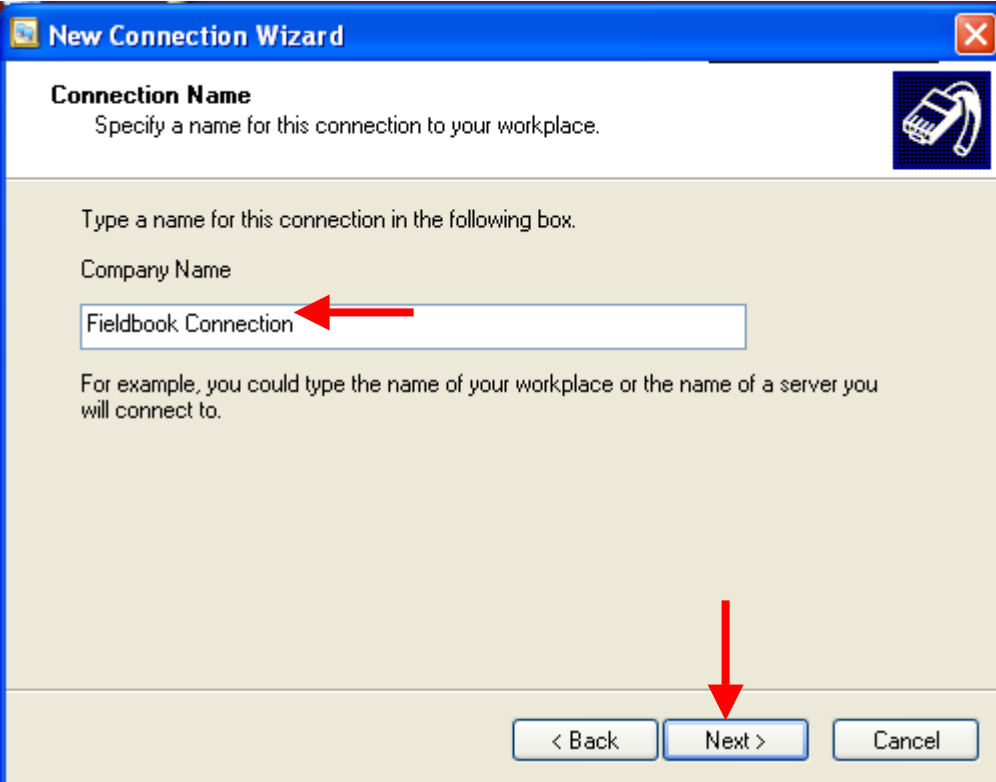
Click, 'Create a connection to the network at your workplace'.



Click, 'Virtual Private Network Connection' and click, 'Next'.



Type 'Fieldbook Connection' and click, 'Next'.



The screenshot shows the 'New Connection Wizard' window with the 'Connection Name' tab selected. The window has a blue title bar with the text 'New Connection Wizard' and a close button. Below the title bar, the 'Connection Name' section is highlighted. It contains the instruction 'Specify a name for this connection to your workplace.' and a sub-instruction 'Type a name for this connection in the following box.' A text input field labeled 'Company Name' contains the text 'Fieldbook Connection'. A red arrow points to this text field. Below the input field, there is a note: 'For example, you could type the name of your workplace or the name of a server you will connect to.' At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. A red arrow points to the 'Next >' button.

**Connection Name**  
Specify a name for this connection to your workplace.

Type a name for this connection in the following box.

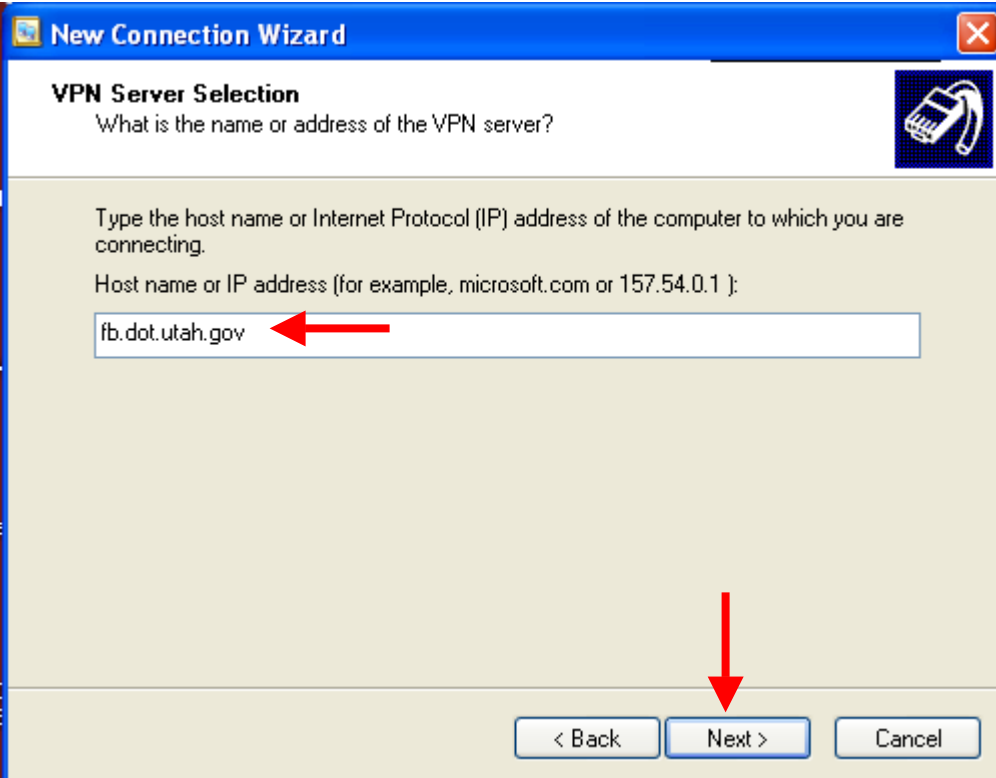
Company Name

Fieldbook Connection

For example, you could type the name of your workplace or the name of a server you will connect to.

< Back   Next >   Cancel

Type 'fb.dot.utah.gov' and click, 'Next'.



The screenshot shows the 'New Connection Wizard' window with the 'VPN Server Selection' tab selected. The window has a blue title bar with the text 'New Connection Wizard' and a close button. Below the title bar, the 'VPN Server Selection' section is highlighted. It contains the instruction 'What is the name or address of the VPN server?' and a sub-instruction 'Type the host name or Internet Protocol (IP) address of the computer to which you are connecting.' A text input field labeled 'Host name or IP address (for example, microsoft.com or 157.54.0.1):' contains the text 'fb.dot.utah.gov'. A red arrow points to this text field. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. A red arrow points to the 'Next >' button.

**VPN Server Selection**  
What is the name or address of the VPN server?

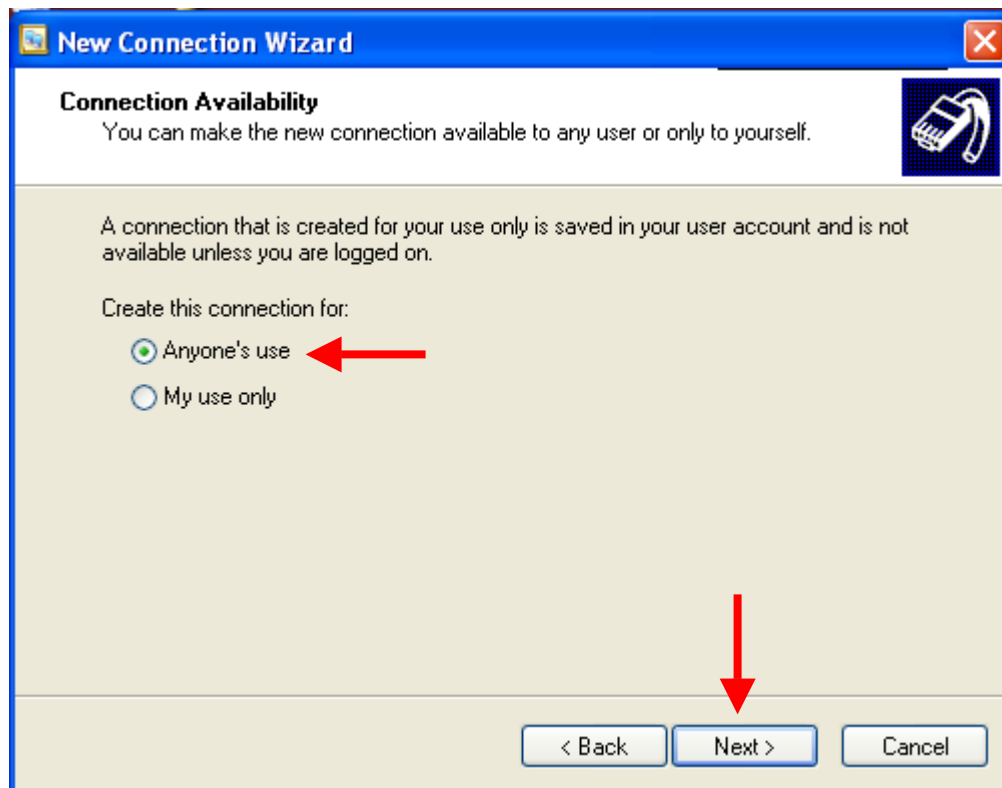
Type the host name or Internet Protocol (IP) address of the computer to which you are connecting.

Host name or IP address (for example, microsoft.com or 157.54.0.1):

fb.dot.utah.gov

< Back   Next >   Cancel

Click, 'Anyone's use' and click, 'Next'.

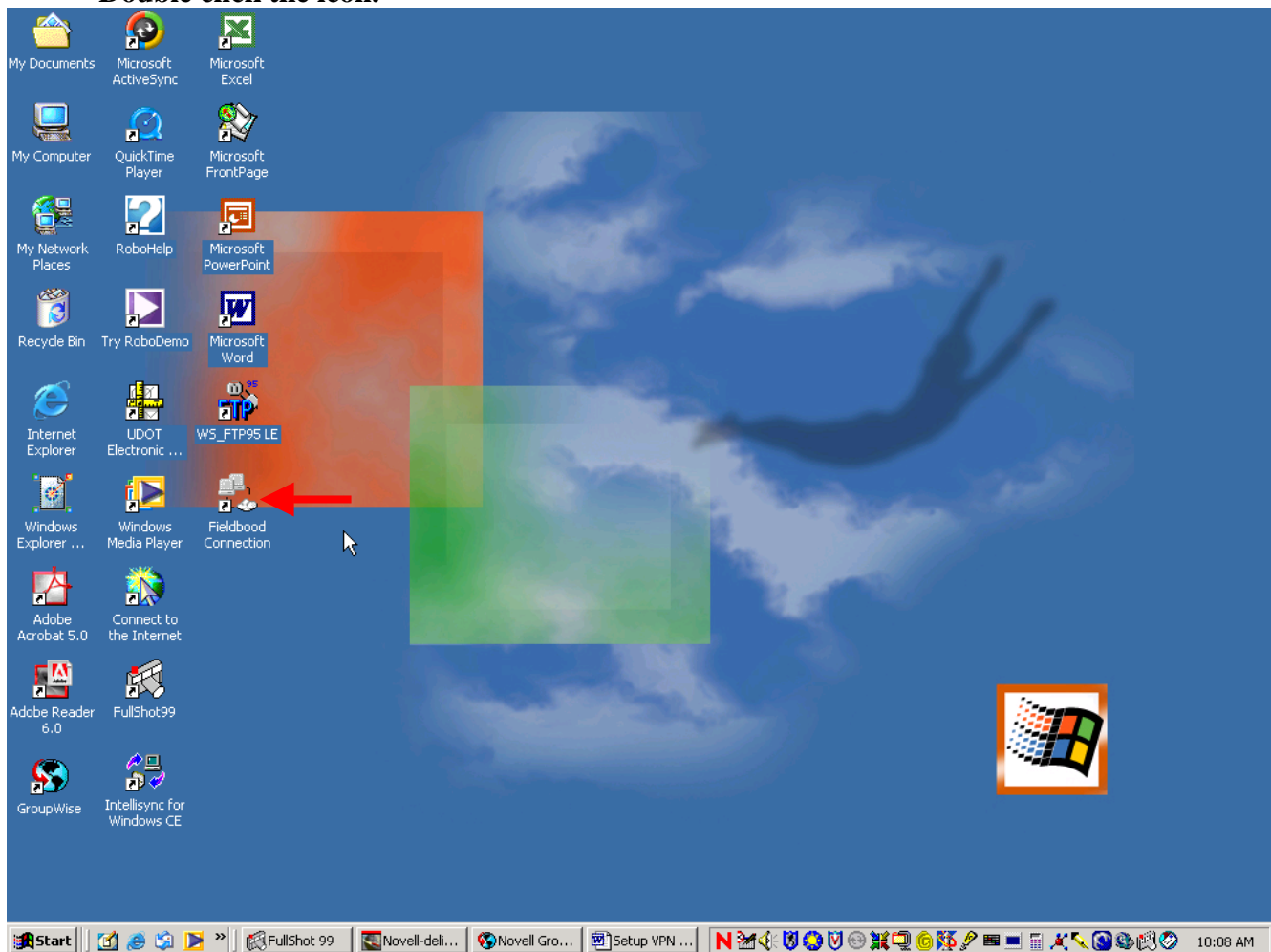


Choose if you want to add shortcut to Desktop and Click, 'Finish'.

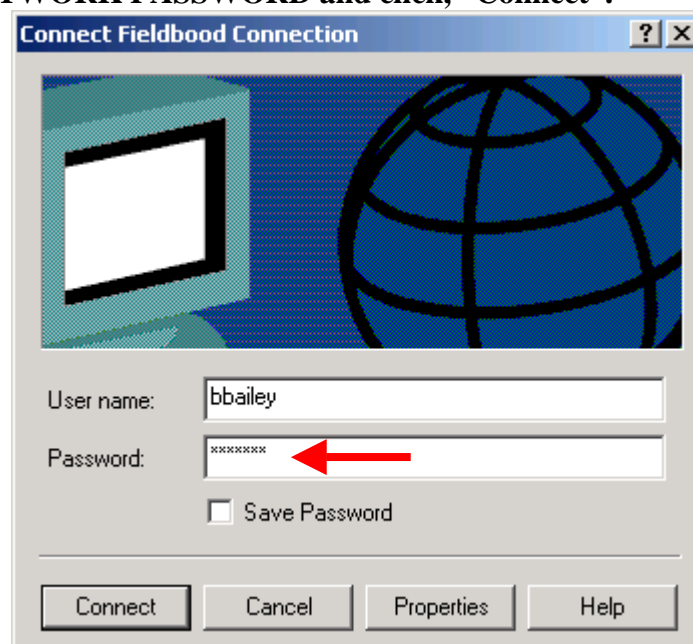


## Step 2: Establishing a Field Book Connection:

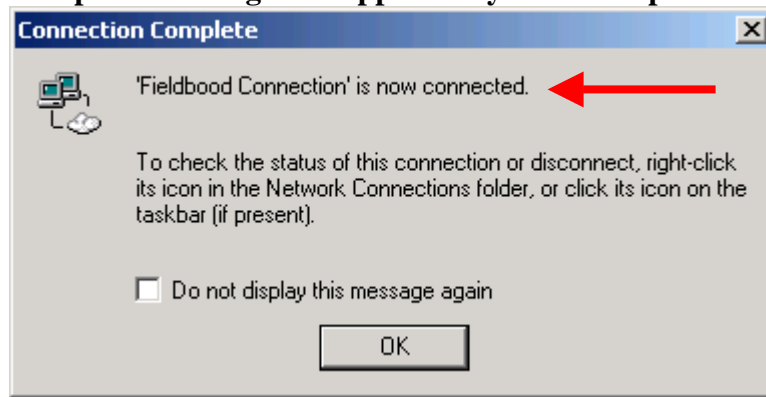
After completing Step 1 the “Field Connection” icon will appear on your desktop.  
Double click the icon.



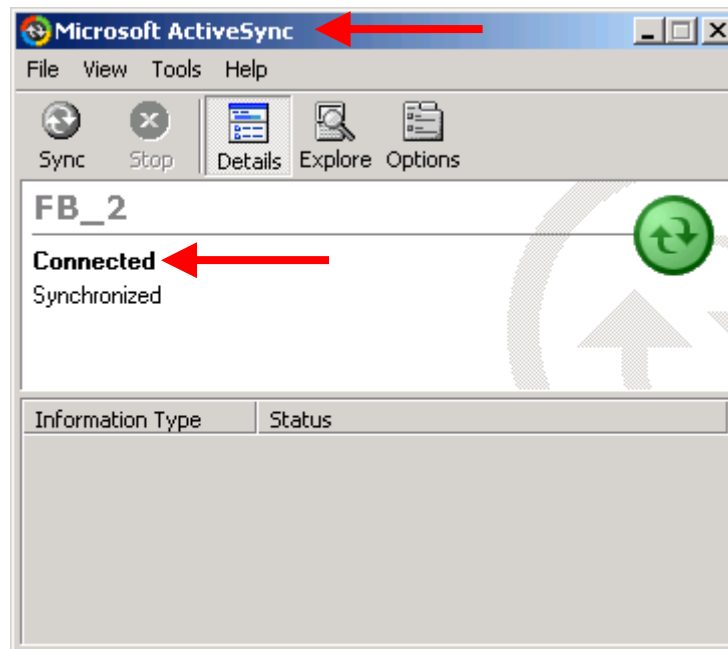
Enter your NETWORK PASSWORD and click, “Connect”.



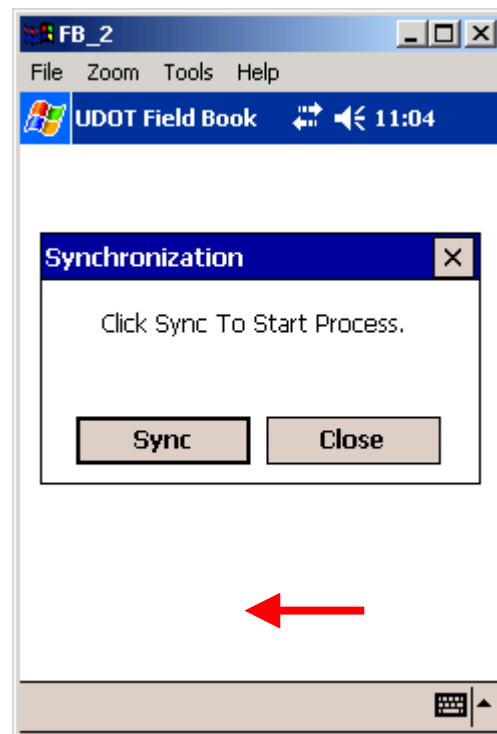
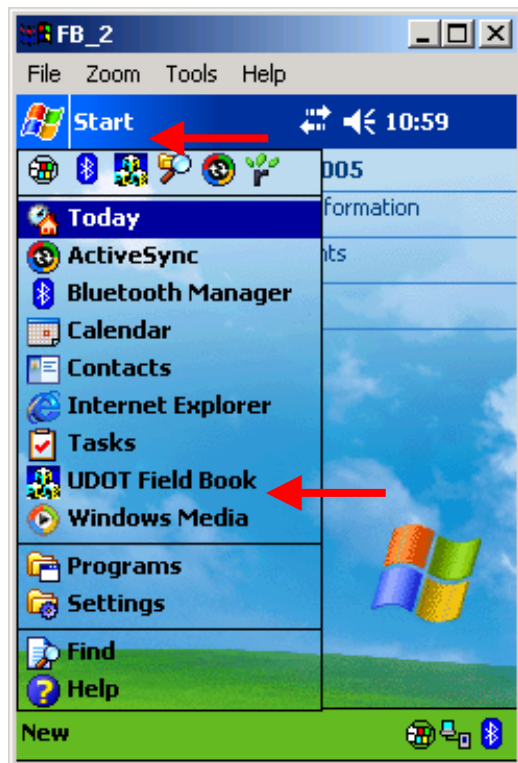
**“Connection Complete” message will appear on your desktop.**



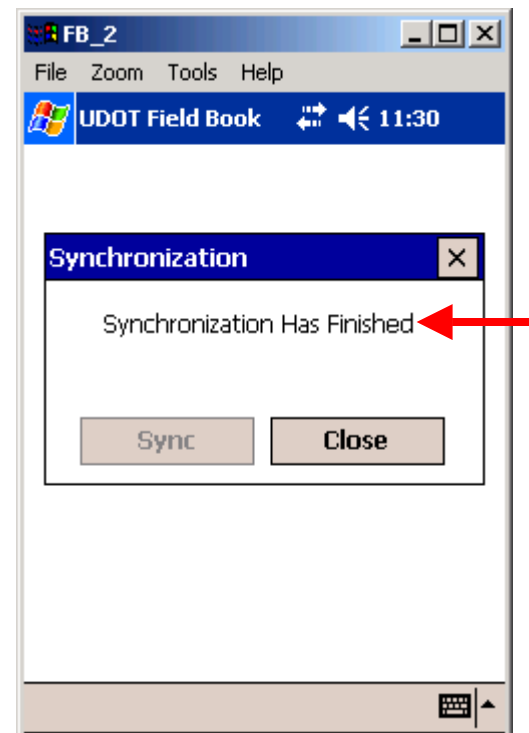
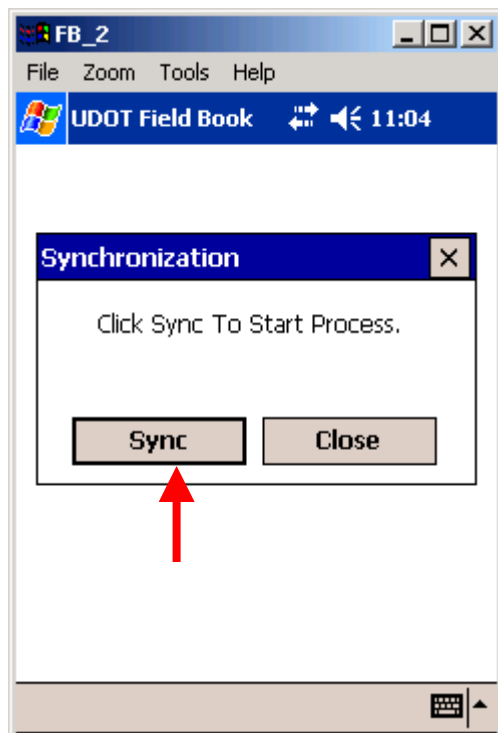
**Place your iPaq in the cradle and run ActiveSync. NOTE: ActiveSync should start as soon as you place your iPaq in the cradle.**



On the iPaq, click “Start”, “UDOT Field Book”, “Menu” and Synchronize.



Click “Sync” and wait synchronization to FINISH.



To disconnect the network connection, right mouse click the “Fieldbook Connection” icon and select, “Disconnect”.

